

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE	PAGE OF PAGES *
2. AMENDMENT/MODIFICATION NO. PR-HQ-00-10536/0001	3. EFFECTIVE DATE 08/11/00	4. REQUISITION/PURCHASE REQ. NO. PR-HQ-00-10536	5. PROJECT NO. (If applicable)
6. ISSUED BY Environmental Protection Agency Bid and Proposal Room, Ariel Rios Building (3802R) 1200 Pennsylvania Avenue, N.W. Washington, DC 20460	CODE	7. ADMINISTERED BY (If other than item 6)	CODE
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)		(T)	9A. AMENDMENT OF SOLICITATION NO. PR-HQ-00-10536
		T	9B. DATED (SEE ITEM 11) 07/11/00
			10A. MODIFICATION OF CONTRACT/ORDER NO.
			10B. DATED (SEE ITEM 13)
CODE	FACILITY CODE		

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☒ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☒ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and returning 1 copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

(T)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☐ is not, ☐ is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

This amendment to the solicitation amends the following:

(1) Section L & M - Instructions and Evaluation criteria have been amended to add non-key personnel and to rename the criteria "Personnel". The order of importance for this criteria has not changed.

(2) Section L - RFP Specific Cost Instructions have been amended to clearly indicate that program support hours have already been included in the technical LOE hours shown in the base and option periods. The ODC category "ODC defined by Offeror" has been deleted.

(3) The task matrices for the base and option quantity have been changed. The text under "Special Proposal Instructions" has been edited to agree with the cost instruction changes.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) JULIE K. SPEERS	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
_____ (Signature of person authorized to sign)		_____ (Signature of Contracting Officer)	

NSN 7540-01-152-8070

PREVIOUS EDITION UNUSABLE

30-105

STANDARD FORM 30 (REV 10-83)
Prescribed by GSA
FAR (48 CFR) 52.243

AMENDMENTS TO THE SOLICITATION

1. The Section L clause entitled "INSTRUCTIONS FOR THE PREPARATION OF PROPOSALS" has been modified. The text is as follows:

(a) Other than cost proposal instructions.

(1) Submit a proposal for other than cost factors as a separate part of the total proposal package. Omit all cost or pricing details from this proposal.

(2) Special Proposal instructions:

You are advised to closely read the technical proposal instructions and evaluation criteria before preparing a technical proposal. The technical proposal will consist of two parts: (1) a written technical proposal, and (2) an oral presentation to the Government. The information provided in the written proposal and during the oral presentation will be used to evaluate offerors consistent with the evaluation factors in Section M. The following sections provide further details regarding the written proposal and oral presentations.

The written technical proposal shall not exceed a total length of 100 pages (one page is equivalent to 8 ½ by 11 inches wide, with a margin not less than one inch on all sides, and with a font size of not less than 10. Items that are subject to the page limitation are indicated below. Offerors need submit only one copy of the items referred to in the Written Documentation or Responsibility Determination below as part of their Written Technical proposal. A double sided page counts as two pages. Offerors are strongly advised that an excessively long written proposal may be detrimental to an offeror's interests.

(3) Multiple Awards:

The Government intends to make up to two (2) contract awards from this solicitation. However, no single offeror may receive more than one award.

Note: The government does not intend to provide property under this contract.

I. WRITTEN DOCUMENTATION

A. The offeror shall submit the following in writing to the contracting officer prior to the date and time listed in block 9 of the (SF) 33:

(1) Standard Form (SF) 33, *solicitation, Offer, and Award*, with blocks 12 through 18 completed by offeror;

(2) Section K, *Representation, certifications, and other statements of*

offeror, completed by offeror;

(3) Past performance information as described in Clause L.16, EP 52.215-105.

(This item is included as part of the 100 page limit on the written technical proposal)

(4) Information required by EP 52.219-145.

(5) Cost and price information (to be submitted under separate cover; all cost or pricing data must be omitted from the written technical proposal);

(6) Personnel information as described below in Section III. **(This item is included as part of the 100 page limit on the written technical proposal)**

(7) Any exceptions, deviations or conditional assumptions to the terms and conditions of the RFP. Exceptions, deviations or conditional assumptions may render your proposal ineligible for an award without discussions. **(This item is included as part of the 100 page limit on the written technical proposal)**

B. Additional Written Documentation Required for the Government's Responsibility Determination

The offeror shall submit the following written documents which are described elsewhere in this solicitation, with its written proposal:

- Organizational Conflict of Interest Plan (See Clause L.12)
- Quality Assurance Plan (See Clause F.8)
- Subcontracting Program Plan for Utilization of Small Business and Small Disadvantaged Business Concerns (See Clause L.21) **(This item is included as part of the 100 page limit on the written technical proposal)**
- Health and Safety Plan (See Clause L.9)
- Confidential Business Information Plan (See Clause L.9)
- The offeror shall identify location of prime/team subcontractor office(s) supporting the START contract. (See Clause L.9) **(This item is included as part of the 100 page limit on the written technical proposal)**
- The offeror shall demonstrate how they will provide and maintain state-of-the-art property to support work efforts under this contract.
(See Clause L.9) **(This item is included as part of the 100 page limit on the written technical proposal)**

II. ORAL PRESENTATION TO THE GOVERNMENT

The subjects addressed during the oral presentation will be evaluated as set forth in Section M. Following the entire oral presentation as described below, the Government may request clarification of any points addressed which are unclear and may ask for explanation or substantiation by the offeror on any point which was not adequately supported in the presentation. Any such

interchange between the offeror and the Government will be for the sole purpose of clarification only and will not constitute discussions within the meaning of FAR 15.306. The Government intends to award a contract without discussions. If the Government determines that discussions and revised proposals are necessary, the offeror will not be permitted to make any revisions to the oral presentation in writing or otherwise.

A. Schedule for Oral Presentations

Oral Presentations will be scheduled with offerors as soon as possible after the closing date for receipt of proposals. Following the receipt of the written proposals, the contracting officer will contact each offeror who has been rated as successful on all Responsibility Determination items to establish a date and time for the offeror to make an oral presentation. The Three Scenarios are listed as an **Attachment in Section J**. The Pop-quiz questions will be given to offerors at the time of the Oral Presentations and will be the same for all offerors. Once notified of their scheduled presentation date and time, offerors shall complete their presentations on the scheduled date and time. Requests from offerors to reschedule their presentations will not be entertained and no rescheduling of presentations will be done unless determined necessary by the Government to resolve unanticipated problems or delays encountered in the presentation process. All oral presentations will be conducted in person and in English at a Region V designated location to be determined at a later date.

B. Oral Presentation Format

1. Offerors will make their presentation to the EPA Technical Evaluation Panel (TEP) and Contracting Officer. No questions will be posed to the offeror during the oral presentation. Clarifications, if any, will occur at the conclusion of the presentation after the pop quiz questions have been completed.
2. The oral presentation shall be made by one or more of the personnel whom the offeror will employ to manage or supervise contract performance on a full time basis. The individual who will have full time operational responsibility for contract performance shall be present and shall, at a minimum, answer questions directed to him during the pop quiz question and answer session. Offerors shall not use company senior or general managers or other employees or consultants to make any part of the oral presentation. An offeror shall send no more than eight (8) persons to the presentations. This number shall include no more than two (2) nonpresenting company officials.

C. Oral Presentation Time Limits

1. Oral presentations, excluding the pop quiz question and answer session, will be limited to three (3) hours and 30 minutes (3 hours for scenarios and 30 minutes for the introduction). The Contracting Officer will

strictly enforce this time limit. There will be a recess of approximately 45 minutes following the oral presentation. After the recess, there will be a thirty minute pop quiz question and answer session and the offeror will be allowed 15 minutes to conclude their presentation. A schedule for the oral presentation will be provided to offerors at the time their presentation is scheduled by the Contracting officer.

D. Oral Presentation Topics

1. Introduction. Offerors shall demonstrate their understanding of the subject matter, approach, resource requirements, deliverables, and schedule by describing the manner in which work would be accomplished using tasks identified in the SOW. The offeror should provide some information about itself as a firm, briefly describing its organization, history, product and services. The offeror shall demonstrate their management ability. The offeror shall demonstrate its ability to manage high volume, its ability to increase/decrease staffing to meet the Government's requirements; to obtain, maintain, and integrate specialized labor and innovative technology, including equipment; to train and maintain a well-qualified staff; and, to communicate effectively with customers. The total time limit for this introduction is thirty minutes (30 minutes).
2. Three Scenarios. The time limit for presenting the three scenarios is three (3) hours. The time limit for the pop quiz question and answer session is thirty (30) minutes. The total time limit for the scenarios and pop quiz question and answer session is three hours and thirty minutes.
 - (a) Scenarios 1, 2, and 3 are representative examples of the types of work which the offeror could be tasked to respond to under the prospective contract. The presentation shall demonstrate the offeror's ability to perform the tasks in the SOW as illustrated by the scenarios.

The offeror shall demonstrate their technical ability to meet the requirements by explaining and demonstrating how they satisfied and performed on similar requirements in the past.

- (b) Pop Quiz question and answer session. The time limit for the pop quiz question and answer session is thirty (30) minutes. The offeror shall be prepared to respond to questions about the scenarios presented during the oral presentation. The offeror will not be given a list of questions to be asked by the Government or allowed any time for the preparation of responses to the Government's questions.
 - (c) Conclusion. The time limit for this portion of the presentation is 15 minutes. The offeror shall summarize the main points of its

presentation and state why the Government should select the contractor for contract award.

3. Presentation Media. The offeror may use overhead transparencies or computer-assisted graphics to provide visual support for their presentations.

The number of transparencies or graphics (these terms are used interchangeably) shall be limited to no more than 100. The Government will not consider the transparencies to be stand-alone documents or evaluate the information on the transparencies except as visual aids to the presentation. When reviewing and evaluating oral presentations, the Government will not review any transparency that was not projected and addressed during the presentation. What the presenters say will take precedence over the information which appears on the transparencies. The production and use of an excessive number of transparencies may be detrimental to an offeror's interests.

- (a) Submission of transparencies to the Government. Offerors shall submit all of the transparencies that will be used during the oral presentation to the Government and ten (10) sets of paper copies in three-ring binders to the Government with their offers. Offerors shall provide double-sided copies of the transparencies. Offerors may not change their presentation transparencies after this submission.
- (b) Video and audio taping. The Government will video and audio tape the presentations and may be disseminated to authorized personnel within EPA only. The Government will provide the offeror with a copy of the video and audio tape of its own presentation at its request after contract award.

III. WRITTEN PROPOSAL

Note: All of the items below are subject to the 100 page limit.

In addition to the information described elsewhere in this solicitation which is to be included in the written proposal, the offerors shall include the following information in the written proposal:

a. Personnel Information - In the written proposal, the offeror shall provide information demonstrating its ability to perform the contract with its personnel and through its technical approach. The offeror shall provide the following information:

- Completed Region V Task Matrix
- Qualifications of personnel listed on Region V Base START-2 Task Matrix;
- Organizational Chart;
- Lines of communication within the organization; and
- Approach to planning, organizing, and carrying out the contract activities

as presented in the SOW, so as to ensure effective, efficient, timely, and responsive support

- Information on the offeror's capacity to perform/resources to perform - identify and describe the location and size of the prime and team subcontractor(s), if any, proposed offices which will support the START contract.

b. Personnel - Offerors shall provide information for key personnel and non key personnel as described in the sections below.

Key personnel: The offeror shall also provide a description of the personnel proposed including resumes, describing his/her accomplishments and references for the Response Manager, Biologist, Geologist(s), Chemical Engineer, Civil Engineer, Chemist(s), Toxicologist, Engineer(s), and Environmental Scientist. The offeror must demonstrate that it will provide full coverage for responses and the necessary technical and administrative support to perform the tasks as specified in the Statement of Work. The key personnel must meet the requirements as specified below:

Response Manager shall have the following minimum qualifications and experience: a B.S. in a related environmental discipline and a minimum of 10 years of management and supervision of multi-disciplinary "professional and laborer" personnel, involved in oil, petroleum, and chemical and hazardous waste clean-ups.

For the remaining key positions, the requirements are a minimum of five years of related experience in the proposed field of expertise and a minimum of a B.S. degree in the particular field of expertise.

Non-Key personnel:

The Offeror shall discuss the experience, capabilities and technical skill of its non-key technical staff as a team. The Offeror shall address the size, distribution, technical qualifications and relevant work experience related to the SOW of the technical staff. The offeror shall provide a short summary of the experience and credentials of the non-key technical personnel.

c. Small Disadvantaged Business Participation - In the written proposal, the offeror shall list accomplishments providing professional services described in the START Region V SOW for on-site projects, through the use of team subcontractors that qualified as Small Disadvantaged Business companies. Offerors are also directed to provide information for this factor in accordance with Section M.

Contract No.

Name of SDB

SDB and current phone number

Hours proposed for SDB in contract

Number of projects/work assignments performed by

SDB

Total hours invoiced for SDB under contract

2. The Section L clause entitled "REGION V RFP SPECIFIC COST PROPOSAL INSTRUCTIONS" has been modified. The text is as follows:

A. Instructions for Completing the Task Matrix Spreadsheets for the Cost Portion of the Contract

Offerors shall provide the requested data for the Region V Annual START-2 Task Matrix spreadsheet listed as an attachment in Section J. The LOE hours for each tasking area on the task matrix/spreadsheet represent the Government's estimate of the labor mix distribution and do not guarantee the actual distribution levels that will be experienced during contract performance.

The government expects that the hours proposed on the task matrix spreadsheets will be reflected in the cost model spreadsheets.

Provide an employee's name, his/her actual job classification, and the company name (if they are not working for the prime). Indicate the number of hours the employee, in any given non-key discipline area, will be working on each indicated task. Provide the same information for key personnel.

Indicate any additional discipline areas and/or job classifications required to perform the tasks in the SOW.

- 1(a) Support Personnel: The offeror's attention is directed to Clause B which addresses the Level of Effort. The LOE described in this clause is exclusive of any support personnel. The offeror shall propose any additional labor hours for support personnel in accordance with its accounting system.
- 1(b) Program support Hours: The offeror is advised that the technical LOE hours in the base and in the option quantities INCLUDE those hours attributable to the management of the program. Do not propose technical LOE in excess of the base or option quantity shown on the cost models in Section L or the task matrices.
- 2(a) Base Quantity Labor: The total price for the base quantity should be calculated using the first year rates. The actual distribution of LOE hours may differ.
- 2(b) Base Quantity ODCs: Use the figures below when computing the base quantity spreadsheet. These costs are the Government's RFP plug figures for proposal purposes; Offerors may add applicable indirects in

accordance with their accounting practices. Offerors are advised to treat these RFP plug numbers as potential contract ceilings. Offerors may propose additional amounts in each ODC category with appropriate documentation and explanation of need, i.e. cost data and identification of the extra amount. The final ODC for each category below will, after negotiation and/or acceptance by the Government become contract ODC ceilings. The offeror shall account for all ODC costs in one of the categories below.

Year 1

Travel	\$ 67,500
Subcontracting	225,000
Misc. ODCs	77,625
Total ODCs	370,125

2(c) Option Increment Quantity Labor: there will be an additional 72 options of 5,625 technical LOE labor hours which may be exercised at any time during the five year base period of the contract. The total price for the optional increment quantities should be calculated using the fourth year rates. The total option increments are 405,000 LOE hours. For pricing purposes only do not allocate ODCs to team subcontractors and consultants.

2.(c)(1) The offeror shall also provide to the Government the price for exercising an option of 5,625 LOE hours for each year of the contract (years 1, 2, 3, 4 and 5).

2(d) Contract Summary: In completing the Contract Summary spreadsheet, combine the base quantity spreadsheet (year 1) and the option increment quantity spreadsheets (all 72 increments USING THE FOURTH YEAR RATES), and the total ODC option increments as shown below:

2(e) Use the figures below when computing the option quantity spreadsheet. These costs are the Government's RFP plug figures for proposal purposes; Offerors may add applicable indirects in accordance with their accounting practices. Offerors are advised to treat these RFP plug numbers as potential contract ceilings. Offerors may propose additional amount in each ODC category with appropriate documentation and explanation of need, i.e. cost data and identification of the extra amount. The final ODC for each category below will, after negotiation and/or acceptance by the Government become contract ODC ceilings. The offeror shall account for all ODC costs in one of the categories below.

Total
(72 Option Increments)

Travel	1,308,422
Subcontracting	4,361,407
Misc. ODCs	1,504,690
Total ODCs	7,174,519

(Please Note: Included with these instructions are cost proposal models that may be used; however, offerors should tailor the models to their own standard accounting practices.)

The Cost Proposal Models consist of the following:

<u>Ref.</u>	<u>Item</u>	<u>Cost Proposal Model</u>	<u>Quantity</u>
2.a	Base Quantity Labor	Model II	22,500 LOE hours
b.	Base Quantity ODCs	Model II	
2.c.	Option Quantity Labor	Model III	405,000 LOE hours
c.1	Individual Increment Quantity	Model III A-E	5,625 LOE hours
2.d.	Contract Summary	Model I	427,500 LOE hours
	Indirect Costs - Proposal Model	Model IV	

COST PROPOSAL MODEL

MODEL II

SUMMARY - CONTRACT YEAR 1 - BASE QUANTITY 22,500 HOURS

COST ELEMENT

Year 1

	Hours	Rates	Total Cost
DIRECT LABOR			

KEY PERSONNEL:

Employee Name:

NON KEY PERSONNEL:

Employee Name:

1. TOTAL PROFESSIONAL LOE
2. TOTAL CLERICAL/SUPPORT HOURS (IF APPLICABLE)

TOTAL - DIRECT LABOR

FRINGE: (IF APPLICABLE)
 _____ % (IDENTIFY BASE)

LABOR OVERHEAD: (IF APPLICABLE)
 _____ % (IDENTIFY BASE)

TOTAL - DIRECT LABOR, FRINGE & OVERHEAD

OTHER DIRECT COSTS: *
 TRAVEL - RFP SPECIFIED
 SUBCONTRACTING - RFP SPECIFIED
 MISC ODCS - RFP SPECIFIED

*Note: Use the ODCs given in 2.b above to complete this model.

TEAM SUBCONTRACTORS/CONSULTANTS
 1.
 2.
 TOTAL - SUBCONTRACTORS/CONSULTANTS

SUBTOTAL - ESTIMATED COSTS WITHOUT G&A

G&A: (IF APPLICABLE)
 _____ % (IDENTIFY BASE)

TOTAL ESTIMATED COSTS

FIXED FEE: _____ % (IDENTIFY BASE)

TOTAL ESTIMATED COST AND FIXED FEE

COST PROPOSAL MODEL

MODEL III

SUMMARY - TOTAL OPTION QUANTITIES (PRICED USING YEAR 4 RATES)
 (405,000 HOURS - 72 INCREMENTS 5,625 HOURS PER INCREMENT)

COST ELEMENT

TOTAL	TOTAL	
DIRECT LABOR	HOURS	COST

KEY PERSONNEL:

NON KEY PERSONNEL:

1. TOTAL PROFESSIONAL LOE
2. TOTAL CLERICAL/SUPPORT HOURS (IF APPLICABLE)

TOTAL - DIRECT LABOR

FRINGE: (IF APPLICABLE)

_____ % (IDENTIFY BASE)

LABOR OVERHEAD: (IF APPLICABLE)

_____ % (IDENTIFY BASE)

TOTAL - DIRECT LABOR, FRINGE & OVERHEAD

TEAM SUBCONTRACTORS/CONSULTANTS

- 1.
- 2.

TOTAL - SUBCONTRACTORS/CONSULTANTS

SUBTOTAL - ESTIMATED COSTS WITHOUT G&A

G&A: (IF APPLICABLE)

_____ % (IDENTIFY BASE)

TOTAL ESTIMATED COSTS

FIXED FEE: _____ % (IDENTIFY BASE)

TOTAL ESTIMATED COST AND FIXED FEE

COST PROPOSAL MODEL

MODEL III-A

SUMMARY - CONTRACT YEAR 1 - OPTION QUANTITY - SINGLE INCREMENT 5,625 HOURS
(YEAR 1 RATES)

COST ELEMENT

DIRECT LABOR	Hours	Rates	Total Cost
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KEY PERSONNEL:

Employee Name:

NON KEY PERSONNEL:

Employee Name:

1. TOTAL PROFESSIONAL LOE
2. TOTAL CLERICAL/SUPPORT HOURS (IF APPLICABLE)

TOTAL - DIRECT LABOR

FRINGE: (IF APPLICABLE)

_____ % (IDENTIFY BASE)

LABOR OVERHEAD: (IF APPLICABLE)

_____ % (IDENTIFY BASE)

TOTAL - DIRECT LABOR, FRINGE & OVERHEAD

TEAM SUBCONTRACTORS/CONSULTANTS

- 1.
- 2.

TOTAL - SUBCONTRACTORS/CONSULTANTS

SUBTOTAL - ESTIMATED COSTS WITHOUT G&A

G&A: (IF APPLICABLE)

_____ % (IDENTIFY BASE)

TOTAL ESTIMATED COSTS

FIXED FEE: _____ % (IDENTIFY BASE)

TOTAL ESTIMATED COST AND FIXED FEE

COST PROPOSAL MODEL

MODEL III-B

SUMMARY - CONTRACT YEAR 2 - OPTION QUANTITY - SINGLE INCREMENT 5,625 HOURS
(YEAR 2 RATES)

COST ELEMENT

DIRECT LABOR	Hours	Rates	Total Cost
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KEY PERSONNEL:

Employee Name:

NON KEY PERSONNEL:

Employee Name:

1. TOTAL PROFESSIONAL LOE

2. TOTAL CLERICAL/SUPPORT HOURS (IF APPLICABLE)

TOTAL - DIRECT LABOR

FRINGE: (IF APPLICABLE)

_____ % (IDENTIFY BASE)

LABOR OVERHEAD: (IF APPLICABLE)

_____ % (IDENTIFY BASE)

TOTAL - DIRECT LABOR, FRINGE & OVERHEAD

TEAM SUBCONTRACTORS/CONSULTANTS

1.

2.

TOTAL - SUBCONTRACTORS/CONSULTANTS

SUBTOTAL - ESTIMATED COSTS WITHOUT G&A

G&A: (IF APPLICABLE)

_____ % (IDENTIFY BASE)

TOTAL ESTIMATED COSTS

FIXED FEE: _____ % (IDENTIFY BASE)

TOTAL ESTIMATED COST AND FIXED FEE

COST PROPOSAL MODEL

MODEL III-CSUMMARY - CONTRACT YEAR 3 - OPTION QUANTITY - SINGLE INCREMENT 5,625 HOURS
(YEAR 3 RATES)

COST ELEMENT

DIRECT LABOR	Hours	Rates	Total Cost
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KEY PERSONNEL:

Employee Name:

NON KEY PERSONNEL:

Employee Name:

1. TOTAL PROFESSIONAL LOE

2. TOTAL CLERICAL/SUPPORT HOURS (IF APPLICABLE)

TOTAL - DIRECT LABOR

FRINGE: (IF APPLICABLE)

_____ % (IDENTIFY BASE)

LABOR OVERHEAD: (IF APPLICABLE)

_____ % (IDENTIFY BASE)

TOTAL - DIRECT LABOR, FRINGE & OVERHEAD

TEAM SUBCONTRACTORS/CONSULTANTS

1.

2.

TOTAL - SUBCONTRACTORS/CONSULTANTS

SUBTOTAL - ESTIMATED COSTS WITHOUT G&A

G&A: (IF APPLICABLE)

_____ % (IDENTIFY BASE)

TOTAL ESTIMATED COSTS

FIXED FEE: _____ % (IDENTIFY BASE)

TOTAL ESTIMATED COST AND FIXED FEE

COST PROPOSAL MODEL

MODEL III-DSUMMARY - CONTRACT YEAR 4 - OPTION QUANTITY - SINGLE INCREMENT 5,625 HOURS
(YEAR 4 RATES)

COST ELEMENT

DIRECT LABOR	Hours	Rates	Total Cost
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KEY PERSONNEL:

Employee Name:

NON KEY PERSONNEL:

Employee Name:

1. TOTAL PROFESSIONAL LOE

2. TOTAL CLERICAL/SUPPORT HOURS (IF APPLICABLE)

TOTAL - DIRECT LABOR

FRINGE: (IF APPLICABLE)

_____ % (IDENTIFY BASE)

LABOR OVERHEAD: (IF APPLICABLE)

_____ % (IDENTIFY BASE)

TOTAL - DIRECT LABOR, FRINGE & OVERHEAD

TEAM SUBCONTRACTORS/CONSULTANTS

1.

2.

TOTAL - SUBCONTRACTORS/CONSULTANTS

SUBTOTAL - ESTIMATED COSTS WITHOUT G&A

G&A: (IF APPLICABLE)

_____ % (IDENTIFY BASE)

TOTAL ESTIMATED COSTS

FIXED FEE: _____ % (IDENTIFY BASE)

TOTAL ESTIMATED COST AND FIXED FEE

COST PROPOSAL MODEL

MODEL III-E

SUMMARY - CONTRACT YEAR 5 - OPTION QUANTITY - SINGLE INCREMENT 5,625 HOURS
(YEAR 5 RATES)

COST ELEMENT

DIRECT LABOR	Hours	Rates	Total Cost
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KEY PERSONNEL:

Employee Name:

NON KEY PERSONNEL:

Employee Name:

1. TOTAL PROFESSIONAL LOE

2. TOTAL CLERICAL/SUPPORT HOURS (IF APPLICABLE)

TOTAL - DIRECT LABOR

FRINGE: (IF APPLICABLE)

_____ % (IDENTIFY BASE)

LABOR OVERHEAD: (IF APPLICABLE)

_____ % (IDENTIFY BASE)

TOTAL - DIRECT LABOR, FRINGE & OVERHEAD

TEAM SUBCONTRACTORS/CONSULTANTS

- 1.
- 2.

TOTAL - SUBCONTRACTORS/CONSULTANTS

SUBTOTAL - ESTIMATED COSTS WITHOUT G&A

G&A: (IF APPLICABLE)

_____ % (IDENTIFY BASE)

TOTAL ESTIMATED COSTS

FIXED FEE: _____ % (IDENTIFY BASE)

TOTAL ESTIMATED COST AND FIXED FEE

COST PROPOSAL MODEL

MODEL I

CONTRACT SUMMARY - CONTRACT YEAR 1 THROUGH CONTRACT YEAR 5 - BASE AND ALL
OPTION QUANTITIES 427,500 HOURS

COST ELEMENT

DIRECT LABOR	Hours	Rates	Total Cost
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KEY PERSONNEL:

Employee Name:

NON KEY PERSONNEL:

Employee Name:

1. TOTAL PROFESSIONAL LOE
2. TOTAL CLERICAL/SUPPORT HOURS (IF APPLICABLE)

TOTAL - DIRECT LABOR

FRINGE: (IF APPLICABLE)

_____ % (IDENTIFY BASE)

LABOR OVERHEAD: (IF APPLICABLE)
 _____ % (IDENTIFY BASE)

TOTAL - DIRECT LABOR, FRINGE & OVERHEAD

OTHER DIRECT COSTS:
 TRAVEL - RFP SPECIFIED
 SUBCONTRACTING - RFP SPECIFIED
 MISC ODCS - RFP SPECIFIED

TEAM SUBCONTRACTORS/CONSULTANTS
 1.
 2.
 TOTAL - SUBCONTRACTORS/CONSULTANTS

SUBTOTAL - ESTIMATED COSTS WITHOUT G&A

G&A: (IF APPLICABLE)
 _____ % (IDENTIFY BASE)

TOTAL ESTIMATED COSTS

FIXED FEE: _____ % (IDENTIFY BASE)

TOTAL ESTIMATED COST AND FIXED FEE

INDIRECT COSTS - PROPOSAL MODEL MODEL IV

OPTION INCREMENT QUANTITY OTHER DIRECT COSTS (ODCS)

(A)	(B)	(C)	(D)	(E=A+C+D) (Ex12)	
ONE OPTION	HANDLING RATE	G&A/MATERIAL HANDLING COST	G&A/MATERIAL REDUCED	TOTAL COST	
INCREMENT	(IF APPLICABLE)	ONE OPTION	FEE	ONE OPTION OPTIONS	TOTAL

CONTRACT YEAR 1

TRAVEL \$ 18,173
 SUBCONTRACTS \$ 60,575
 ODCS \$ 20,898

TOTAL YEAR 1 \$ 99,646

CONTRACT YEAR 2

TRAVEL \$ 18,173
 SUBCONTRACTS \$ 60,575
 ODCS \$ 20,898
 TOTAL YEAR 2 \$ 99,646

CONTRACT YEAR 3

TRAVEL \$ 18,173
 SUBCONTRACTS \$ 60,575
 ODCS \$ 20,898
 TOTAL YEAR 3 \$ 99,646

CONTRACT YEAR 4

TRAVEL \$ 18,173
 SUBCONTRACTS \$ 60,575
 ODCS \$ 20,898
 TOTAL YEAR 4 \$ 99,646

CONTRACT YEAR 5

TRAVEL \$ 18,173
 SUBCONTRACTS \$ 60,575
 ODCS \$ 20,898
 TOTAL YEAR 5 \$ 99,646

3. The Section M clause entitled "EVALUATION FACTORS FOR AWARD (EPAAR 1552.215-71) (AUG 1999)" has been modified. The text is as follows:

(a) The Government will make award to the responsible offeror(s) whose offer conforms to the solicitation and is most advantageous to the Government cost or other factors considered. For this solicitation, all evaluation factors other than cost or price when combined are significantly more important than cost or price.

The technical proposal instructions in Section L of the RFP are hereby incorporated by reference into these technical evaluation factors.

(b) Multiple Award

The Government intends to make up to two (2) contract awards from this solicitation. However, no single offeror may receive more than one award.

(c) Evaluation factors:

Technical Evaluation Criteria

The following technical evaluation criteria will be used to evaluate the resumes, past performance information and oral presentations. Oral presentations shall include contract management experience, responses to the following scenarios, and the pop quiz questions.

The offeror's response to the scenarios, pop quiz question and answer session, personnel, and small disadvantaged business participation will be evaluated in accordance with the scoring plan described in EPAAR 1515.305-70. The criteria are shown in descending order of importance.

1. THREE SCENARIOS AND POP QUIZ (specific to each scenario)

The offerors shall be evaluated on their technical knowledge and understanding of the Statement of Work as demonstrated during the oral presentation with regards to their approach and response to the three (3) Scenarios and not to exceed ten (10) Pop-quiz questions. All Offers shall be asked the same questions and the same number of questions during the oral presentations. Offerors shall be evaluated based on their understanding of the subject matter, approach, resource requirements, deliverables, and schedule by demonstrating the manner in which work would be accomplished using tasks identified in the SOW.

Three Scenarios

a. Oral Presentations I & II, III

b. Response to not to exceed ten (10) Pop-quiz Questions

Each scenario will have a pop quiz session. Offerors will be evaluated based on their response to not to exceed ten (10) Pop-quiz questions which will focus on accomplishing the requirements of the SOW.

2. PAST PERFORMANCE (WRITTEN PROPOSAL)

Offerors will be evaluated based on information collected pursuant to Clause L.11 for their past performance under existing and prior contracts and subcontracts for similar products or services. The Past Performance Questionnaire described in **Attachment 6** will be used to collect reference information and describes the type of information that will be collected from references and what the Past Performance evaluation will be based on. As indicated in **Clause L.11**, the Government may also obtain and evaluate offerors based on information obtained from other sources.

3. PERSONNEL (WRITTEN PROPOSAL)

Key personnel: The offeror will be evaluated on the qualifications and experience levels of the personnel being proposed as key personnel.

Non-Key Personnel: The Offeror will be evaluated on the experience, capabilities and technical skill of its non-key technical staff as a team. The Offeror will be evaluated on the size, distribution, technical qualifications and relevant work experience related to the SOW of the technical staff.

4. SMALL DISADVANTAGED BUSINESS PARTICIPATION (WRITTEN PROPOSAL)

Under this factor (or subfactor, if appropriate), offerors will be evaluated based on the demonstrated extent of participation of small disadvantaged business (SDB) concerns in the performance of the contract in each of the authorized and applicable Standard Industrial Classification (SIC)/North American Industry Classification System (NAICS) Major Groups as determined by the Department of Commerce. As part of this evaluation, offerors will be evaluated based on:

(1) The extent to which SDB concerns are specifically identified to participate in the performance of the contract;

(2) The extent of the commitment to use SDB concerns in the performance of the contract (enforceable commitments will be weighed more heavily than non-enforceable commitments);

(3) The complexity and variety of the work the SDB concerns are to perform under the contract;

(4) The realism of the proposal to use SDB concerns in the performance of the contract; and

(5) The extent of participation of SDB concerns, at the prime contractor and subcontractor level, in the performance of the contract (in the authorized and applicable SIC/NAICS Major Groups) in terms of dollars and percentages of the total contract value.